

Worksession

Agenda Item #	4
Meeting Date	April 21, 2008
Prepared By	Jessie Carpenter City Clerk
Approved By	Barbara B. Matthews City Manager

Discussion Item	Emergency Preparedness Committee Report
Background	<p>Wolfgang Mergner, Community Co-Chair of the Emergency Preparedness Committee, will be present at the worksession to provide the Committee's report to the Council.</p> <p>The Emergency Preparedness Committee was established by the City Council to provide community input to and assist in the City's planning and preparations for emergency operations and to involve residents in providing appropriate assistance during emergency operations.</p> <p>Scope of the Committee</p> <p>The Emergency Preparedness Committee shall assist in:</p> <p>A. Reviewing the City's Emergency Operations Plan and recommending changes to the Council and City Manager, including changes to improve processes for assisting special populations during an emergency.</p> <p>B. Exploring the formation of volunteer neighborhood emergency teams that would assist City Departments in carrying out emergency activities when called upon.</p> <p>C. Assisting the City in coordinating with Montgomery County and other agencies to educate residents on their individual responsibilities for preparing their households for emergencies and providing information on what residents can expect from the City and County during an emergency.</p> <p>D. Exploring grant opportunities that would aid the City to improve the emergency preparedness of the Community and City Management—this would include assisting City staff in documenting and submitting desirable grants for review by the City Manager and concurrence of the Council.</p> <p>E. Reporting to the Council on the Committee's progress six months after the Committee starts operating and every six months thereafter. Each report should provide appropriate recommendations for improving the City's emergency preparedness along with budgetary implications that should be considered during the preparation of the annual budget.</p> <p>F. Coordinating with Montgomery County to offer and promote Community Emergency Response Training (CERT) or other citizen training programs for resident volunteers and committee members.</p> <p>G. Coordinating with the Montgomery County Volunteer Center to identify and promote volunteer opportunities under emergency situations. Assist in promoting these volunteer opportunities to Neighborhood Safety Contacts, citizen patrols, citizen associations, persons who serve or care for special City populations, and other City residents.</p>

	<p>H. Advising the City on strategies to improve the effectiveness and efficiency of the City preparedness activities and its relationship with relevant County, State and Federal Volunteer Agencies, and the American Red Cross, as well as the emergency preparedness organizations of neighboring jurisdictions.</p> <p>I. Suggesting test scenarios to the City Manager and providing Committee members to be present in the City's Emergency Operations Center during Emergency Test Exercises to act as observers during the test and to provide input to the after action report of the test.</p> <p>Membership</p> <p>Committee membership is to include seven Takoma Park residents appointed by the City Council, senior City Staff selected by the City Manager, one member selected by the Public Safety Citizens Advisory Committee (PSCAC), one member selected by the Takoma Park Volunteer Fire Department, one member selected by the Washington Adventist Hospital, one member selected by the Montgomery County Department of Homeland Security.</p> <p>The seven resident committee members serve staggered, three-year terms. Terms begin on April 1 and end on March 31. There are currently three vacancies on the committee. Other committee members serve as long as determined by their agency or organization. There are three resident vacancies on the Committee. The current members are listed below:</p> <p>Stacy Baker, Takoma Park resident member Jason Christ, Takoma Park resident member Andy Kelemen, representing the Public Safety Citizens Advisory Committee Thomas Horne, Takoma Park Volunteer Fire Department Anne Ludlow, Takoma Park resident member Wolfgang Mergner, Takoma Park resident member (Community Co-Chair) Ronald Ricucci, Takoma Park Chief of Police (City Co-Chair) William Hentosh, Washington Adventist Hospital Robert Jones, Montgomery County Homeland Security Department</p>
Policy	The Emergency Preparedness Committee is to report to the Council every six months. Each report should provide appropriate recommendations for improving the City's emergency preparedness along with budgetary implications that should be considered during the preparation of the annual budget.
Fiscal Impact	N/A
Attachments	None
Recommendation	Receive the report.
Special Consideration	